

GRANTS/CONTINGENT AWARD REQUEST

CEC-270 (Revised 03/10)

CALIFORNIA ENERGY COMMISSION

To: Grants and Loans OfficeDate: 8 / 11 / 11Project Manager: Akasha Kaur KhalsaPhone Number: (916) 657-4854 ext.Office: Special Projects OfficeDivision: Fuels and Transportation DivMS- 23Project Title: City of Nevada City ARRA EECBG Energy Efficiency LED Streetlight, Lighting & HVAC Retrofit**Type of Request:** *(check one)*☒ **New Agreement:** *(include items A-F from below)*Agreement Number: CBG-09-186Program: ARRA EECBG

Solicitation Name and/or Number: _____

Legal Name of Recipient: City of Nevada CityRecipient's Full Mailing Address: 317 Broad StreetNevada City, CA 95959-2405Recipient's Project Officer: William Falconi & David BrennanPhone Number: (530) 265-2496 ext.Agreement Start Date: / / Agreement End Date: 06 / 14 / 2012☐ **Amendment:** *(Check all that apply)*

Agreement Number: _____

☐ Term Extension – New End Date: / / ☐ Work Statement Revision *(include Item A from below)*☐ Budget Revision *(include Item B from below)*☐ Change of Scope *(include Items A – F as applicable from below)*☐ Other: _____**ITEMS TO ATTACH WITH REQUEST:****A.** Work Statement**B.** Budget**C.** Recipient Resolution, if applicable. (Resolution may be requested in Special Conditions if not currently available.)**D.** Special Conditions, if applicable.**E.** CEQA Compliance Form**F.** Other Documents as applicable

• Copy of Score Sheets

• Copy of Pre-Award Correspondence

• Copy of All Other Relevant Documents

California Environmental Quality Act (CEQA)☒ CEC finds, based on recipient's documentation in compliance with CEQA:☒ Project exempt: Section 15301NOE filed: 01 / 08 / 2010☐ Environmental Document prepared: _____NOD filed: / / ☐ Other: _____☐ CEC has made CEQA finding described in CEC-280, attached**Funding Information:***Source #1: ARRAAmount: \$ 25,000.00

Statute: _____

FY: _____

Budget List #: _____

*Source #2: _____

Amount: \$

Statute: _____

FY: _____

Budget List #: _____

*Source #3: _____

Amount: \$

Statute: _____

FY: _____

Budget List #: _____

If federally funded, specify federal agreement number: DE-EE0000905* Source Examples include ERPA, PIER-E, PIER-NG, FED, GRDA, ARFVT, OTHER.**Business Meeting Approval:** *(refer to Business Meeting Schedule)*Proposed Business Meeting Date: 10 / 05 / 2011☐ Consent☒ DiscussionBusiness Meeting Participant: Akasha Kaur KhalsaTime Needed: (5 minutes)**Agenda Notice Statement:** *(state purpose in layperson terms)*Possible approval of a ☒ Grant / ☐ Contingent Award to...

CBG-09-186 with Nevada City to retrofit LED exit signs, dual control occupancy sensors, fluorescent lighting in five buildings, LED streetlights, and one HVAC unit including a programmable thermostat.

Project Manager

Date

Office Manager

Date

Deputy Director

Date

Memorandum

To: Robert P. Oglesby
Executive Director

Date: August 11, 2011

Telephone: 916-657-4854

From: California Energy Commission
1516 Ninth Street MS-23
Sacramento CA 95814-5512

Subject: RECOMMENDATION TO APPROVE THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT (EECBG) CBG-09-186 (\$25,000) FOR STREETLIGHTS, LIGHTING AND HVAC TO NEVADA CITY TO BE CONSIDERED AT THE SEPTEMBER 21, 2011, BUSINESS MEETING.

Summary of Item

In the Energy Efficiency & Conservation Block Grant, CBG-09-186, Nevada City (City) has requested LED exit signs, dual control occupancy sensors, and interior lighting retrofits with T-8s in five buildings. LED streetlights will replace high pressure sodium lamps. In the community center, Seamans Lodge, a 5 ton Heating, Ventilation and Air Conditioning (HVAC) unit will be replaced by a 16 SEER, 5 ton HVAC system including a 100,000 Btu heater and a Title 24 compliant programmable thermostat. In addition, eight-foot T-12 fluorescent lamps will be replaced by T-8s in the Banner Mountain Water Treatment Plant building that provides drinking water for the City.

Justification for Action Requested:

On May 12, 2010, the Energy Commission approved grant CBG-09-186 to retrofit lights and one HVAC unit on City buildings. After the grant was awarded, PG&E's Sierra Nevada Energy Watch program offered free light bulbs and free ballasts which required a re-scoping of the grant award as well as identification of additional eligible energy efficiency measures.

The City is committed to reducing its energy consumption. The revised project scope meets all the EECBG Program requirements. In addition, the project milestones and due dates have been reviewed and deemed reasonable by the Commission Project Manager. The City fully expects to complete the project on or before June 14, 2012.

Project Manager

Akasha Kaur Khalsa, Energy Analyst
Special Projects Office, Fuels and Transportation Division

Oral Presentation

Staff will be prepared to discuss this recommendation and to respond to questions regarding the grant.

Business Meeting Participants

Akasha Kaur Khalsa, Energy Analyst

Commission Action Requested

Approve the EECBG block grant CBG-09-186

PAT PEREZ, Deputy Director
Fuels and Transportation Division

City of Nevada City
LED Streetlights, HVAC and Lighting Project
Grant Amount: \$25,000

Pros and Cons

The following are the Pros and Cons to the Energy Commission of providing a grant to the City of Nevada City:

Pros:

- To reduce energy use, electrical demand, and greenhouse gas emissions through energy efficiency is consistent with the Energy Commission's *2010 Integrated Energy Policy Report*.
- Provides a grant to help the City install energy efficiency projects that it may otherwise not be able to fund.

Cons:

- None

EXHIBIT B

Category Budget

Budget Category Item	EECBG Share (\$)	Cost Share (\$)	Total Cost (\$)
Personnel:			
Unloaded Direct Labor	\$ 4,404	\$ -	\$ 4,404
Fringe Benefits	\$ 596	\$ -	\$ 596
Total Personal Services	\$ 5,000	\$ -	\$ 5,000
Operating Expenses:			
Travel	\$ -		\$ -
Equipment			\$ -
Materials/Supplies	\$ 5,250	\$ 2,625	\$ 7,875
Non-Labor Contract Expenses	\$ 8,875	\$ -	\$ 8,875
Contract Labor	\$ 5,875	\$ 2,000	\$ 7,875
Miscellaneous			\$ -
Total Operating Expenses	\$ 20,000	\$ 4,625	\$ 24,625
Overhead:			
Overhead			\$ -
Total Overhead	\$ -	\$ -	\$ -
Total	\$ 25,000	\$ 4,625	\$ 29,625

**EXHIBIT B
BUDGET DETAILS**

Unloaded Direct Labor

Title / Job Classification		Maximum Rate to be Billed* (\$ / Hr)	Number of Hours	EECBG Share	Cost Share	Total Cost
Administrative Services Director		\$ 65.00	7	\$ 455	\$ -	\$ 455
City Engineer		\$ 47.00	9	\$ 423	\$ -	\$ 423
Maintenance Worker II		\$ 19.00	178	\$ 3,382		\$ 3,382
Public Works Director		\$ 36.00	4	\$ 144	\$ -	\$ 144
Total Unloaded Direct Labor				\$ 4,404	\$ -	\$ 4,404

* Maximum salary rates are caps: The Energy Commission will not reimburse at a higher rate over the term of the project.

Fringe Benefits

Title / Job Classification		Maximum % Rate to be Billed*	Base (typically Total Unloaded Hourly Rates)	EECBG Share	Cost Share	Total Cost
Administrative Services Director		35%	\$ 455.00	\$ 159	\$ -	\$ 159
City Engineer		10%	\$ 423.00	\$ 42		\$ 42
Maintenance Worker II		10.1%	\$ 3,382.00	\$ 339	\$ -	\$ 339
Public Works Director		40.3%	\$ 144.00	\$ 58		\$ 58
Total Fringe Benefits				\$ 596	\$ -	\$ 596

* Maximum fringe benefit rates are caps: The Energy Commission will not reimburse at a higher rate over the term of the project.

Travel**

Location	Purpose	Number of Trips	People per Trip	EECBG Share*	Cost Share	Total Cost
				\$ -	\$ -	\$ -
Total Travel				\$ -	\$ -	\$ -

* EECBG Share: Travel is reimbursed at State rates. Higher travel costs can count as Match Share.

** Trips not identified in the approved budget or listed as "to be determined (TBD)" require advanced written approval from Commission Project Manager.

Equipment

Item	Quantity	Unit Cost	EECBG Share	Cost Share	Total Cost
		\$ -	\$ -	\$ -	\$ -
Total Equipment			\$ -	\$ -	\$ -

**EXHIBIT B
BUDGET DETAILS**

Materials, Supplies

Item	Quantity	Unit Cost	EECBG Share	Cost Share	Total Cost
T-8 Lamps and Ballasts Donated by SNEW		\$ -	\$ -	\$ 2,625	\$ 2,625
LED Exit Signs with Battery Backup		\$ -	\$ 1,500	\$ -	\$ 1,500
Dual Control Occupancy Sensors+ various electrical supplies		\$ -	\$ 3,750	\$ -	\$ 3,750
Total Materials and Supplies			\$ 5,250	\$ 2,625	\$ 7,875

Non-Labor Contract Expenses

Subcontractor Name	Purpose	EECBG Share	Cost Share	Total Cost
P. G. & E	LED Streetlights	\$ 4,500	\$ -	\$ 4,500
TBD	To purchase HVAC (5 tons for Seamans Lodge)	\$ 4,000	\$ -	\$ 4,000
TBD	programable thermostat	\$ 375	\$ -	\$ 375
Total Non-Labor Contract Expenses		\$ 8,875	\$ -	\$ 8,875

Miscellaneous

Item	Purpose	EECBG Share	Cost Share	Total Cost
		\$ -	\$ -	\$ -
Total Miscellaneous		\$ -	\$ -	\$ -

Overhead

Name of Overhead	Overhead Base*	Maximum % Rate to be Billed**	Base Cost	EECBG Share	Match Share	Total Cost
		0%	\$ -	\$ -	\$ -	\$ -
Total Overhead				\$ -	\$ -	\$ -

* Base: Define cost categories used to charge Overhead rate, e.g., Total Labor, Total Direct Cost, Materials, Subcontracts, etc.

** Maximum Indirect Overhead rates are caps: Energy Commission will not reimburse at higher rates over the term of the project.

ATTACHMENT E-3 CONTRACT LABOR

Contract Labor

Subcontractor	Title / Job Classification	Number of Individuals Employed in Classification	Prevailing Wage Rate* as Determined by DOL or DIR	Maximum Rate to be Billed† (\$ / Hr)	Number of Hours	EECBG Share	Cost Share	Total Cost
P. G. & E (Streetlight)	To be determined	TBD	TBD	TBD	TBD	\$ 4,500	\$ -	\$ 4,500
TBD (5 tons HVAC)	TBD	TBD	TBD	TBD	TBD	\$ 1,000	\$ 2,000	\$ 3,000
TBD (Thermostats)	TBD	TBD	TBD	TBD	TBD	\$ 375	\$ -	\$ 375
Total Contract Labor						\$ 5,875	\$ 2,000	\$ 7,875

* Prevailing wage rates are comprised of unloaded hourly rates and qualifying fringe benefits. For more information on prevailing wage rates under Federal and California law see EECBG Application Exhibits 7 and 8 and Attachment K.

GRANT AGREEMENT

CEC-146 (Revised 8/11)

CALIFORNIA ENERGY COMMISSION



RECIPIENT City of Nevada City	AGREEMENT NUMBER CBG-09-186
ADDRESS 317 Broad Street Nevada City, CA 95959-2405	AGREEMENT TERM (See CEC Signature date below) to 06/14/12 The effective date of this Agreement is either the start date or the approval date by the California Energy Commission, whichever is later. The California Energy Commission shall be the last party to sign. No work is authorized, nor shall any work begin, until on or after the effective date.

PROJECT DESCRIPTION

The parties agree to comply with the terms and conditions of the following Exhibits which are by this reference made a part of the agreement.

Exhibit A – Scope of Work	Page(s): 10
Exhibit A – Attachments	Page(s): 0
Exhibit B – Budget	Page(s): 4
Exhibit B – Attachments	Page(s): 3
Exhibit C – General Terms and Conditions	Page(s): 64
Exhibit C – Attachments	Page(s): 29
Exhibit D – Special Terms and Conditions	Page(s): 0
Exhibit D – Attachments	Page(s): 0
Exhibit E - Contacts	Page(s): 1
Exhibit F - Definitions	Page(s): 1

PROGRAM			FUND TITLE	
B/A IT. 3360-001-0890 (2) Energy Resources and Conservation			FED	
AMOUNT ENCUMBERED	ITEM	CHAPTER	STATUTE	FISCAL YEAR
\$ 25,000.00	0890-3360-001-20	33	2009	11/12
MATCH SHARE	PURPOSE OF EXPENDITURE			
\$ 4,625.00	ARRA - Energy Efficiency and Conservation Block Grants			
TOTAL	OPTIONAL USE			
\$ 29,625.00	4400-702-30002			

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose stated above.

SIGNATURE OF ACCOUNTING OFFICER	DATE

The undersigned parties have read the attachments to this agreement and will comply with the standards and requirements contained therein.

CALIFORNIA ENERGY COMMISSION		RECIPIENT	
SIGNATURE OF DEPUTY DIVISION CHIEF	DATE	AUTHORIZED SIGNATURE	DATE
NAME	PHONE	NAME	PHONE
Mark Hutchison	(916) 654-6718		
TITLE		TITLE	
Deputy Director of Administrative Services			
CALIFORNIA ENERGY COMMISSION ADDRESS			
1516 9th Street, MS 1, Sacramento, CA 95814			

EXHIBIT A
SCOPE OF WORK

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EXHIBIT A

SCOPE OF WORK

Task 1 — Attend Kick-Off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement. The Recipient shall attend a “kick-off” meeting with the Commission Project Manager and the Grants Officer. The Recipient shall bring their Project Manager and other relevant staff. The administrative and technical aspects of this Agreement will be discussed at the meeting. Prior to the kick-off meeting, the Commission Project Manager will provide an agenda to all potential meeting participants.

Topics to be discussed at this meeting will include, but are not limited to:

- Terms and Conditions of the Agreement
- Permit Documentation
- Scope of Work
- Project Schedule (including Products and Due Dates)
- Progress Reports
- Final Report
- Use of State Identity Branding Mark Logo
- Prohibition on KEMA Inc. or its subsidiary known as KEMA Services Inc. from performing services as a subcontractor or other lower-tier contractor to achieve the objectives of this Agreement
- Historic Preservation and Consultation Package Requirements

The Commission Project Manager shall designate the date and location of this meeting. This meeting may occur in person, via teleconference call, or other method at the discretion of the Commission Project Manager.

Products: List of Permits, if applicable (no draft)

Due Date: October 6, 2011

Task 2 — Identify and Obtain Required Permits

The goal of this task is to obtain all permits required for work completed under this Agreement in advance of the date they are needed to keep the Agreement schedule on track.

Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement. Permits must be identified in writing and obtained before the

Recipient can incur any costs related to the use of the permits for which the Recipient will request reimbursement.

The Recipient shall prepare a letter documenting the permits required to conduct this Agreement and submit it to the Commission Project Manager at least 2 working days prior to the kick-off meeting:

1. If there are no permits required at the start of this Agreement, then state such in the letter.
2. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
 - Type(s) of permit(s)
 - Name, address and telephone number of the permitting jurisdictions or lead agencies
 - Schedule the Recipient will follow in applying for and obtaining these permits

The list of permits and the schedule for obtaining them will be discussed at the kick-off meeting and a timetable for submitting the updated list, schedule and the copies of the permits will be developed. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the progress reports.

If during the course of the Agreement additional permits become necessary, then provide the appropriate information on each permit and an updated schedule to the Commission Project Manager.

As permits are obtained, send a copy of each approved permit to the Commission Project Manager.

If during the course of the Agreement permits are not obtained on time or are denied, notify the Commission Project Manager within 5 working days.

Product: Letter documenting the Permits or stating that no Permits are required (no draft)

Due Date: March 31, 2012

Product: Updated list of permits as they change during the approved term of the Agreement (no draft)

Due Date: As necessary, within 10 days of change

Product: A copy of each approved Permit (no draft)

Due Date: As necessary, within 10 days of receipt of each permit

Task 2a — Submission of Waste Management Plan

The goal of this task is to submit a Waste Management Plan to the Commission Project Manager prior to the proposed project activities generating any waste. This Waste Management Plan will describe the Recipient's plan to dispose of any sanitary or hazardous waste generated by the proposed project activities. Sanitary and hazardous waste includes, but is not limited to, construction and demolition debris, old light bulbs, fluorescent ballasts and lamps, piping, roofing material, discarded equipment, debris, and asbestos.

The Recipient's Waste Management Plan must comply with all federal, state, and local laws and regulations governing waste disposal.

Products: Waste Management Plan (no draft)

Due Date: October 30, 2011

Task3 — Submit Prevailing Wage Rates and Weekly Certified Payrolls

Within 30 days or less after execution of any subcontract for services under this Agreement the Recipient must submit to the Commission Project Manager a copy of applicable wage determinations for any and all labor and mechanic work to be performed under the subcontract.

The Recipient must also submit to the Energy Commission on a weekly basis a copy of all certified payrolls prepared for all subcontractors and lower tier contractors. The terms and conditions of this Agreement provide the required specifications.

These requirements apply to all subcontracts for services to achieve the objectives of this Agreement, including subcontracts paid for entirely with cost share funds.

Products: Copies of Applicable Wage Determinations (no draft)

Due Date: Within 30 days or less after execution of any subcontract for services under this Agreement

Products: Weekly Certified Payrolls of All Lower Tier Contractors (no draft)

Due Date: Weekly for each week in which any Contract work is performed during the term of the Agreement

Task 4 — Historic Preservation

Prior to the expenditure of EECBG Program funds to alter any structure or site, the Recipient is required to comply with the requirements of Section 106 of the National Historic Preservation Act (NHPA). In order to fulfill the requirements of Section 106, the Energy Commission and the Recipient must consult with the California State Historic Preservation Officer (SHPO), and, if applicable, the Tribal Historic Preservation Officer (THPO), to ensure that proposed projects will have no adverse effects on any historic resources. The Energy Commission has executed a Programmatic Agreement with the SHPO to streamline the Section 106 consultation process. Under the Programmatic Agreement, the Energy Commission will evaluate projects to determine whether such projects are categorically excluded from the SHPO's direct review and consultation.

In order for the Energy Commission to determine whether a given project is categorically excluded from the SHPO's direct review and consultation, the applicant must prepare a Consultation Package for each project proposed under this grant, unless the project obtained SHPO clearance prior to grant approval. The Energy Commission will provide the required specifications for the Consultation Package.

Products: Consultation Package

Due Date: No later than 30 days after the **execution** of the grant or the identification of the project structure(s) or site(s) to be retrofitted under the grant, whichever is later.

Task 5 — Award Subcontract(s) for LED Streetlight

The goal of this task is to approve one or more subcontracts for the purchase and installation of approved LED streetlight materials/equipment as identified in Attachment C-8 of this Agreement. All equipment must adhere to the requirements and specifications set forth in Exhibit 2 of the EECBG funding solicitation (PON-09-001). A listing of the specific materials/equipment purchased shall be documented in the next monthly progress report submitted under this agreement.

NOTE: The list of materials and equipment identified in Attachment C-8 includes the total possible universe of materials and equipment that the Recipient may purchase with EECBG funds. The Recipient may not purchase any material or equipment that is not on this list. The Recipient may purchase more or less of a certain type of material or equipment than the exact number listed in Attachment C-8, provided that such modifications are made in accordance with the rules governing changes to the Agreement in the terms and conditions of this Agreement. These restrictions do not apply to materials and equipment which are entirely paid for with cost share funds.

NOTE: The requirement to submit copies of all executed subcontracts applies to all subcontracts for services to achieve the objectives of this Agreement, including subcontracts paid for entirely with cost share funds.

Products: Copy of Executed Subcontract(s) (no draft)

Due Date: January 31, 2012

Task 6 — Purchase and Install LED streetlight Equipment

The goal of this task is to purchase and install the LED streetlight materials/equipment listed on Exhibit C-8.

Installations to occur within the City of Nevada City, CA 95959

The Recipient shall ensure that the subcontractor will purchase and install the approved equipment. A listing of the equipment installed shall be documented in the next monthly progress report submitted under this agreement. As appropriate, photographs should be submitted to the Energy Commission Project Manager to verify that installation has been completed. For very large projects, a sampling of photos may be used to document installation. Recipients shall work with the assigned Energy Commission Project Manager to ensure sufficient verification is provided.

Products: Photos of installed equipment (no draft)

Due Date: March 31, 2012

Task 7 —Receive Donated Lamps & Ballasts Materials

Energy saving fluorescent lamps and ballasts are donated by Sierra Nevada Energy Watch, a Pacific Gas and Electric Company local government partnership program. Contact Jim Doolittle, El Dorado Management Group, Sierra Nevada Energy Watch Muni Program, 778 Pacific Street, Placerville, CA 95667, 530-409-9166

The goal of this task is to receive the approved donated lamps and ballasts materials/equipment as listed in the grant as identified in Attachment C-8 of this Agreement. All equipment must adhere to the requirements and specifications set forth in Exhibit 2 of the EECBG funding solicitation (PON-09-001).

A listing of the materials/equipment donated shall be documented in the next monthly progress report submitted under this agreement.

NOTE: The list of materials and equipment identified in Attachment C-8 includes the total possible universe of materials and equipment that the Recipient may purchase with EECBG funds. The Recipient may not purchase any material or equipment that is not on this list. The Recipient may purchase more or less of a certain type of material or equipment than the exact number listed in Attachment C-8, provided that such

modifications are made in accordance with the rules governing changes to the Agreement in the terms and conditions of this Agreement. These restrictions do not apply to materials and equipment which are entirely paid for with cost share funds.

Products: None

Due Date: December 31, 2011

Task 8 — Purchase LED Exit Signs, Occupancy Sensors & Electrical Supplies Equipment

The goal of this task is to purchase the approved LED exit signs, Dual Control Occupancy Sensors & Electrical Supplies materials/equipment as listed in the grant as identified in Attachment C-8 of this Agreement. All equipment must adhere to the requirements and specifications set forth in Exhibit 2 of the EECBG funding solicitation (PON-09-001).

The Recipient shall purchase the approved materials/equipment: programmable thermostats that City forces will install and noted below in task 9. A listing of the materials/equipment purchased shall be documented in the next monthly progress report submitted under this agreement.

NOTE: The list of materials and equipment identified in Attachment C-8 includes the total possible universe of materials and equipment that the Recipient may purchase with EECBG funds. The Recipient may not purchase any material or equipment that is not on this list. The Recipient may purchase more or less of a certain type of material or equipment than the exact number listed in Attachment C-8, provided that such modifications are made in accordance with the rules governing changes to the Agreement in the terms and conditions of this Agreement. These restrictions do not apply to materials and equipment which are entirely paid for with cost share funds.

Products: None

Due Date: December 31, 2011

Task 9 —City Forces Install LED Exit Signs, Occupancy Sensors, Lighting & Electrical Supplies

The goal of this task is to install the purchased equipment in Tasks 7 & 8 above.

The Recipient shall install the approved Exit Sign Supplies/equipment. A listing of the equipment installed shall be documented in the next monthly progress report submitted under this agreement. As appropriate, photographs should be submitted to the Energy Commission Project Manager to verify that installation has been completed. For very

large projects, a sampling of photos may be used to document installation. Recipients shall work with the assigned Energy Commission Project Manager to ensure sufficient verification is provided.

Products: Photographs of Installed Equipment

Due Date: March 31, 2012

Locations:

Seamans Lodge – 427 Nimrod Street, Nevada City, CA 95959

City Hall – 317 Broad Street, Nevada City, CA 95959

Foley Library – 211 North Pine Street, Nevada City, CA 95959

Ott's Assay Office – 132 Main Street, Nevada City, CA 95959

Banner Mountain Water Treatment Plant - Banner Mountain Trail, Nevada City, CA 95959

Task 10 — Award Subcontract(s) for HVAC & Thermostat

The goal of this task is to approve one or more subcontracts for the purchase and installation of approved HVAC & Thermostat materials/equipment as identified in Attachment C-8 of this Agreement. All equipment must adhere to the requirements and specifications set forth in Exhibit 2 of the EECBG funding solicitation (PON-09-001). A listing of the specific materials/equipment purchased shall be documented in the next monthly progress report submitted under this agreement.

NOTE: The list of materials and equipment identified in Attachment C-8 includes the total possible universe of materials and equipment that the Recipient may purchase with EECBG funds. The Recipient may not purchase any material or equipment that is not on this list. The Recipient may purchase more or less of a certain type of material or equipment than the exact number listed in Attachment C-8, provided that such modifications are made in accordance with the rules governing changes to the Agreement in the terms and conditions of this Agreement. These restrictions do not apply to materials and equipment which are entirely paid for with cost share funds.

NOTE: The requirement to submit copies of all executed subcontracts applies to all subcontracts for services to achieve the objectives of this Agreement, including subcontracts paid for entirely with cost share funds.

Products: Copy of Executed Subcontract(s) (no draft)

Due Date: January 31, 2012

Task 11 — Purchase and Install HVAC & Thermostat Equipment

The goal of this task is to purchase and install the HVAC & Thermostat materials/equipment listed on Exhibit C-8 in the Seamans Lodge, 425 Nimrod St., Nevada City, CA 95959.

The Recipient shall ensure that the subcontractor will purchase and install the approved equipment. A listing of the equipment installed shall be documented in the next monthly progress report submitted under this agreement. As appropriate, photographs should be submitted to the Energy Commission Project Manager to verify that installation has been completed. For very large projects, a sampling of photos may be used to document installation. Recipients shall work with the assigned Energy Commission Project Manager to ensure sufficient verification is provided.

Products: Photos of installed equipment (no draft)

Due Date: March 31, 2012

Task 12 — Monthly Progress Reports

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement.

The Recipient shall prepare progress reports which summarize all Agreement activities conducted by the Recipient for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. The terms and conditions of this Agreement provide the required specifications.

Products: Monthly Progress Reports (no draft)

Due Date: By the 3rd day of each month until submission of the final report.

Task 13— Final Report

The goal of this task is to prepare a comprehensive written Final Report that describes the original purpose, approach, results and conclusions of the work done under this Agreement. The Commission Project Manager will review and approve the Final Report.

A Draft Final Report shall be submitted to the Commission Project Manager no later than the Draft Final Report Due Date. The terms and conditions of this Agreement provide the required specifications.

The Commission Project Manager will review the Draft Final Report. The Recipient will incorporate applicable comments and submit the Final Report (the original and two copies) to the Commission Project Manager for review and approval. Upon receipt of the Final Report, the Commission Project Manager shall ensure that all work has been satisfactorily completed.

The Final Report must be completed on or before the Final Report Due Date.

The Final Report shall be a public document.

Product: Draft Final Report

Due Date: April 14, 2012

Product: Final Report

Due Date: June 14, 2012